

## **Sunday Service Committee**

Date approved: December 11, 2024

Date previously approved: August 13, 2002

The purpose of the Sunday Service Committee is:

To arrange for speakers, lay leaders, and other program elements, when the Minister is not in the pulpit, according to Unitarian Universalist values and principles.

To accomplish this purpose the Sunday Service Committee shall:

- Be formed as a committee, with a chairperson and multiple committee members.
- Hold regularly scheduled meetings.
- Prepare and present a proposed budget to the Finance Committee for approval each fiscal year.
- Prepare and present a written annual report to the congregation.

The Sunday Service Committee will perform the following functions for the membership of the congregation:

- Supply information on services to the Office Administrator for the Chirp, social media, and Order of Service.
- Collaborate with the Minister with technical aspects of the weekly Sunday service and in such other ways as the Minister and the Committee may mutually agree.
- Obtain a pianist (or other instrumentalist) for playing hymns on a weekly basis; notify service leader.
- Attempt to identify those interested in performing live music (other than hymns) in the services.
- As requested, help the Minister prepare special intergenerational services.
- Coordinate the use of the sound system with the Technology Committee.
- Schedule weekly sound and Zoom technicians.
- Follow prepared guidelines for recruiting speakers, organizing and hosting lay-led services.
- Evaluate lay-led services.